

FRIENDS OF THE BARABOO PUBLIC LIBRARY

ADVOCACY, FUNDRAISING, VOLUNTEERISM

BOARD MEETING MINUTES

Tuesday, March 9, 2021 - 6:00pm

Zoom link available by emailing: baraboolibraryfriends@gmail.com

- I. Call to order-** Meeting was called to order at 6:010 p.m.by Board President Emily Olson with Pat Shear as Recording Secretary. Others attending were Jessica Bergin, Anne Horjus, Aimee Schulz, Tut Gramling, John Ellington and Lena Nissley.
- II. Review of agenda-**Motion to accept the agenda as written made by Aimee Schulz, seconded by Pat Shear. Motion approved.
- III. Approval of February 9, 2021 minutes-**Motion to accept the minutes as written made by Tut Gramling, seconded by Jessica Bergin. Motion approved.
- IV. Treasurer's Report-**There were \$510.00 in deposits from memberships, donations and book cart sales. One expenditure of \$19.99 from the discretionary fund.
- V. Correspondence and new memberships-**There were five memberships received.
- VI. Director's report-**The library has reopened to the public with shortened hours but the regular schedule should begin in about two weeks. The seed library is also open. Masks are still required. Groundbreaking for the expansion is planned for the first week in June. The Youth Services Department is still doing virtual programming and outreach activities are being planned for presentation at the elementary schools this spring.
- VII. Special committee reports**
 - A Music with Friends-**Due to construction, the library will not be available for performances this coming fall/winter. We will need to decide whether or not to hold events off site. The Friends may be asked to participate in the groundbreaking ceremony by providing music and food.
 - B) Book sale-**Lena Nissley is planning on moving books on Saturday March 27, 2021 and is asking for 2-3 volunteers to help. Time frame should be about 3-4 hours. Emily Jackson is contacting possible volunteers. Lena will reach out to groups or people who may be interested in taking books that won't be moved. Any books that aren't taken will most likely be left for disposal when the east building is demolished. Sale will be Friday May 14 and Saturday May 15 at the Baraboo Arts Banquet & Convention Center.
 - C) Books for Newborns-**Pat Shear has reached out to St. Clare Hospital but has not heard back yet.

D) Social Media-Emily has posted a notice on Facebook regarding our search for two non-executive board members. She will also create an Instagram account for the Friends and post there as well.

VIII. Unfinished Business

A) Membership procedures-Each executive board member will write a summary of the duties of that office to be kept on file.

B) Brochures-Pat has the English and Spanish brochures. Emily has a quote of \$3100-\$3200 from Minuteman Press for creating and printing an extra-large postcard type mailing that could be sent to the entire 53913 zip code area. It was suggested that we do this prior to the dedication of the library expansion as a way to increase membership and support. Emily will check with the city for details of online payment for memberships. Tut identified several places around the city where Friend's brochures could be displayed. She will pick up brochures from Pat and disburse them.

C) Amendment to by-laws-Amendment has been signed by all board members.

D) New special committee: Social Media-Discussed under Item VII. D.

E) Non-executive board positions-No one has responded to our request for these positions. Each board member has been asked to personally reach out to someone.

IX. New business

A) Approval of disbursement requests-

2-25-2021 \$368.90 Minuteman Press-Brochures, envelopes, letters, folding and design.

B) Moving book-sale books to new location-Books will be moved from the east building to a room at the Baraboo Arts building. Details under Item VII. B.

C) Next meeting: April 13, 2021 6:00pm

X. Adjournment-Motion to adjourn made by Jessica Begin, seconded by Anne Horjus. Motion approved. Meeting adjourned at 6:54 p.m.